

**Succession Planning Sub-committee of the  
Citizen's Ethics Advisory Board of the Office of State Ethics**

**May 17, 2018 Regular Meeting**

**M i n u t e s**

The Succession Planning Sub-committee of the Citizen's Ethics Advisory Board (CEAB) of the Office of State Ethics (OSE) held a regular meeting on Thursday, May 17, 2018, at 1:50 p.m. in the 5th Floor Conference Room, 18-20 Trinity Street, Hartford, CT 06106.

The following members of the Succession Planning Sub-committee were present:

- Dena Castricone, Chair
- Charles F. Chiusano, Member
- Beth Cook, Member
- Jason Farrell, Member

The following staff member of the OSE was present:

- Carol Carson, Executive Director

The following topics were addressed during the meeting:

1. The minutes of the April 19, 2018 Regular Meeting was presented to the Sub-committee for approval.

**On the motion of Ms. Cook, seconded by Mr. Farrell, with Chair Castricone abstaining, the Sub-committee voted three (3) to zero (0) to approve the minutes of the April 19, 2018 Regular Meeting.**

2. The Sub-committee reviewed and made amendments to drafts of the executive director job specification and the related advertisement.

**On the motion of Ms. Castricone, seconded by Mr. Farrell, the Board voted four (4) to zero (0) to enter Executive Session to discuss matters related to the replacement of the executive director, pursuant to General Statutes §§ 1-200 (6) (E) and 1-210 (b) (6).**

3. The Board returned to public session.

**On the motion of Mr. Chiusano, seconded by Mr. Farrell, the Board voted four (4) to zero (0) to adjourn the meeting.**

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Carol Carson".

Carol Carson  
Executive Director

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Date presented to the Citizen's Ethics Advisory Board